

# Ōtorohanga Community Board

# AGENDA

5 MAY 2022

4pm

In accordance with Ōtorohanga District Council's COVID-19 requirements,

**THIS MEETING WILL BE CLOSED TO THE PUBLIC**

and will be livestreamed and/or recorded for webcasting to Council's YouTube channel  
as soon as reasonably practicable following the meeting.

## Members of the Ōtorohanga Community Board

Board Member N Gadd (Chair)  
Board Member K Brown-Merrin  
Councillor R Dow

Board Member P Coventry  
Councillor K Christison

For all meeting queries, please contact Council's Manager Governance ([governance@otodc.govt.nz](mailto:governance@otodc.govt.nz))

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council's YouTube channel. Every care will be taken to maintain individuals' privacy however attendees are advised they may be recorded as part of the general meeting proceedings.

# Ōtorohanga Community Board

Notice is hereby given that an ordinary meeting of the Ōtorohanga Community Board will be held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Otorohanga on Thursday, 5 May 2022 commencing at 4.00pm.

Tanya Winter  
CHIEF EXECUTIVE

2 May 2022

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## **APOLOGIES**

*A member who does not have leave of absence may tender an apology should they be absent from all or part of a meeting. The meeting may accept or decline any apologies. For clarification, the acceptance of a member's apology constitutes a grant of 'leave of absence' for that specific meeting(s).*

Chairperson N Gadd tendered his apology for non-attendance.

*That the Ōtorohanga Community Board receive and accept the apology from Chairperson Gadd for non-attendance.*

## **LATE ITEMS**

*Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.*

## **CONFIRMATION OF ORDER OF MEETING**

Subject to confirmation there are no late items, the following resolution is recommended:

*That the Ōtorohanga Community Board confirm the order of the meeting as indicated in the agenda.*

## **DECLARATION OF CONFLICTS OF INTEREST**

*Members are reminded to stand aside from decision making when a conflict arises between their role as an elected member and any private or external interest they may have.*

Should any conflicts be declared the following recommendation is made:

*That the Ōtorohanga Community Board receive the declaration of a conflict of interest from Board Member ... for item ... and direct the conflict to be recorded in Council's Conflicts of Interest Register.*

## **PUBLIC FORUM**

*Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of the local authority. Requests to attend the public forum must be to the Governance Manager ([kaia@otodc.govt.nz](mailto:kaia@otodc.govt.nz)) at least one clear day before the meeting. Requests should outline the matters that will be addressed by the speaker. A period of up to 30 minutes will be available for the public forum. Speakers can speak for up to five (5) minutes. No more than two speakers can speak on behalf of an organisation during a public forum.*

*At the conclusion of the presentation elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker. Following the public forum no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*

At the finalisation of this agenda, no requests had been received.

## **CONFIRMATION OF MINUTES — 7 APRIL 2022**

The unconfirmed minutes of the Ōtorohanga Community Board meeting held on 7 April 2022 are attached on the next page.

## **Recommendation**

*That the open minutes of the Ōtorohanga Community Board meeting held on 7 April 2022, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.*

**CHAIRPERSON'S VERBAL REPORT**

The Deputy Chairperson, K Christison will provide a verbal update.

**Recommendation**

*That the Ōtorohanga Community Board receive the verbal update from the Deputy Chairperson, K Christison.*

**BOARD MEMBERS' UPDATE**

All Board Members will be invited by the Chairperson to provide a verbal update to the meeting.

**Recommendation**

*That the Ōtorohanga Community Board receive the verbal updates provided by Board Members.*